

RESOLUTION NO. 16-88
INTRODUCTION DATE: 04-06-16
ADOPTION DATE:

2016 Municipal Budget
of the Township of Millstone, County of
Monmouth for the fiscal year 2016.

Revenue and Appropriation Summaries

Summary of Revenues	Anticipated	
	2016	2015
1 Surplus	891,893.04	832,663.28
2 Total Miscellaneous Revenue	2,434,630.06	2,316,488.64
3 Receipts from Delinquent Taxes	496,261.24	475,357.32
4 a) Local Tax for Municipal Purpose	2,590,456.72	2,590,456.72
b) Addition to Local District School Tax	.00	.00
c) Minimum Library Tax	.00	.00
Total Amount to be Raised for Support of Municipal Budget	2,590,456.72	2,590,456.72
Total General Revenues	6,413,241.06	6,214,965.96

Summary of Appropriations	2016 Budget	Final 2015 Budget
1. Operating Expenses: Salaries and Wages	1,506,600.00	1,468,600.00
Other Expenses	2,301,198.29	2,373,981.70
2. Deferred Charges and Other Appropriations	639,395.00	412,715.00
3. Capital Improvements	37,850.00	41,750.00
4. Debt Service (Include for School Purposes)	1,098,197.77	1,087,919.26
5. Reserve for Uncollected Taxes	830,000.00	830,000.00
Total General Appropriations	6,413,241.06	6,214,965.96

Balance of Outstanding Debt			
		General	No Utilities
Interest		341,788.77	
Principal		756,409.00	
Outstanding Balance - CF		14,211,627.20	

Notice is hereby given that the budget and tax resolution was approved by the governing body of the

Township of Millstone, County of Monmouth on April 6, 2016.

A hearing on the budget and tax resolution will be held at 215 Millstone Road, on
May 4, 2016 at 8:00 p.m. at which time and place objections to the Budget and Tax Resolution
for the year 2016 may be presented by taxpayers or other interested persons.

Copies of the budget are available in the office of Maria Dellasala, Municipal Clerk, at the Municipal Building,
470 Stage Coach Road, Millstone Twp., NJ 08510, 732-446-4249 ext. 1701, during the hours of 8:30 a.m. to 4:00 p.m.

RESOLUTION NO. 16-89
MEETING DATE: 04-06-16

**RESOLUTION AMENDING RESOLUTION 16-30 WHICH WILL AMEND
THE FUNDING AMOUNTS FOR THE ADMINISTRATION PETTY CASH
FUND AND CHANGE FUND**

C/Grbelja offered the following Resolution and moved its adoption, which was second by C/Dorfman.

WHEREAS, N.J.S.A. 40A authorizes the establishment of a Petty Cash and Change Fund in the Township of Millstone, County of Monmouth, by application and resolution; and,

WHEREAS, the Township Committee of the Township of Millstone, County of Monmouth, has established such a fund for the Municipality in the amount of \$300.00 for the Petty Cash fund and \$200.00 for the Change Fund; and

WHEREAS, the Custodian for this Administration fund, Maria Dellasala, will be bonded under a \$1,000,000.00 blanket bond, such custodian shall maintain records for this fund in a manner conducive to proper accounting and auditing procedures.

NOW THEREFORE, BE IT RESOLVED, that the Township Committee hereby authorizes such action and that two copies of this Resolution be filed with the Divisions of Local Government Services, New Jersey Department of Community Affairs for approval.

ROLL CALL:

AYES: C/Masci, C/Dorfman, C/Grbelja, M/Kinsey
NAYS: None
ABSTAIN: None
ABSENT: C/Kuczinski

I HEREBY CERTIFY that the Resolution is a true copy of the Resolution adopted by the Millstone Township Committee at its meeting held on April 6, 2016.

Maria Dellasala, RMC
Municipal Clerk

**RESOLUTION NO. 16-90
MEETING DATE 04-06-16**

**RESOLUTION TO ADOPT TEMPORARY EMERGENCY
APPROPRIATIONS #4**

C/Grbelja offered the following Resolution and moved its adoption, which was second by **C/Dorfman**.

WHEREAS, N.J.S.A. 40A: 4-20 provides that an addition to temporary appropriations necessary for the period prior to the adoption of the budget and regular appropriations, the Governing Body may, by resolution adopted by 2/3 vote of the full membership thereof, make emergency temporary appropriations for any purpose for which the appropriations may lawfully be made for the period between the beginning of the current fiscal year and the date of the adoption of the budget for said year.

WHEREAS, the total emergency temporary resolutions adopted in the year 2016 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A: 4-20) including this resolution total **\$ 454,500.00**.

NOW THEREFORE BE IT RESOLVED by the Governing Body of the Township of Millstone, that in accordance with the provisions of N.J.S.A. 40A: 4-20, the Chief Financial Officer be authorized to make the following emergency temporary budget appropriations in the 2016 current fund temporary budget and that said amounts be included under the correct headings in the municipal budget as adopted.

BE IT FURTHER RESOLVED that one certified copy of this resolution be filed with the Director of Local Government Services and one certified copy with the Chief Financial Officer.

<u>DEPARTMENT</u>	<u>S&W</u>	<u>OE</u>
General Administration	\$ 6,500.00	\$
Municipal Clerk	9,500.00	1,000.00
Finance	9,000.00	
Tax Collector	4,500.00	500.00
Tax Assessor	6,000.00	
Open Space	4,500.00	
Planning Board	1,500.00	
Zoning Board	1,500.00	
Construction	17,000.00	
Code Enforcement	2,500.00	
Streets & Roads	26,000.00	
Sanitation	2,000.00	
Recreation	7,000.00	
Municipal Court	8,500.00	

	\$106,000.00	\$1,500.00
TOTAL	\$ 107,500.00	

ROLL CALL:

AYES: C/Masci, C/Dorfman, C/Grbelja, M/Kinsey
NAYS: None
ABSTAIN: None
ABSENT: C/Kuczinski

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Township Committee of the Township of Millstone at its regular meeting held on April 6, 2016.

Maria Dellasala, RMC
Municipal Clerk

RESOLUTION NO. 16-91

SCHEDULE 16-04 S

CONSOLIDATED BILL LIST

TOWNSHIP OF MILLSTONE VOUCHERS FOR PAYMENT PRESENTED TO
THE TOWNSHIP COMMITTEE AT A MEETING
HELD ON April 6, 2016

SEE SCHEDULE 16-04 ATTACHED

A resolution was passed by the Township Committee for the payment of the vouchers listed on Schedule 16-04 attached.

Robert J. Kinsey, Mayor

Michael Kuczinski, Deputy Mayor

Nancy Grbelja, Committeewoman

Fiore Masci, Committeeman

Gary Dorfman, Committeeman

Attest: _____
Maria Dellasala
Municipal Clerk

TOWNSHIP OF MILLSTONE
RESOLUTION NO. 16-91
April 6, 2016

BE IT RESOLVED by the Township Committee of the Township of Millstone that the vouchers listed on Schedule 16-04, April 6, 2016, Consolidated Bill List, and the vouchers listed below as Schedule 16-04 S, Supplement to Consolidated Bill List, as presented by the Township Treasurer, Amanda Salerno, to be paid from existing appropriations.

CURRENT FUND

TOTAL CURRENT FUND: \$ 425,140.15

SCHEDULE 16-04 S

PAYROLL FUND

TOTAL PAYROLL TRUST FUND \$ 10,730.99

GENERAL CAPITAL FUND

TOTAL GENERAL CAPITAL FUND \$ 103,248.60

GRANT FUND

TOTAL GRANT FUND \$ 2,486.44

BASIN MAINTENANCE TRUST

TOTAL BASIN MAINTENANCE TRUST \$ 0.00

RESERVE TRUST FUND

TOTAL RESERVE TRUST FUND \$ 271.22

TRUST OTHER

TOTAL TRUST OTHER FUND \$ 1,285.00

SHADE TREE TRUST

TOTAL SHADE TREE TRUST \$ 0.00

COAH TRUST FUND

TOTAL COAH TRUST FUND \$ 23,584.57

OPEN SPACE FARMLAND TRUST FUND

TOTAL OPEN SPACE FARMLAND TRUST FUND \$ 52.50

MUNICIPAL DRUG ALLIANCE FUND

TOTAL MUNICIPAL DRUG ALLIANCE FUND \$ 0.00

VETERAN'S MEMORIAL TRUST FUND

TOTAL VET MEMORIAL TRUST FUND \$ 0.00

RECREATION TRUST FUND (DEDICATION BY RIDER)

TOTAL RECREATION TRUST FUND \$ 7,850.15

ANIMAL CONTROL TRUST FUND

TOTAL DOG TRUST FUND \$ 723.80

TOTAL FOR ALL FUNDS \$ 575,373.42

ESCROW

DEVELOPERS ESCROW ACCOUNT UNDER \$5,000 BOA

TOTAL DEVELOPERS ESCROW UNDER \$5,000 \$ 5,926.50

DEVELOPERS ESCROW ACCOUNT OVER \$5,000 BOA

TOTAL DEVELOPERS ESCROW OVER \$5,000 \$ 12,276.00

TOTAL FOR ESCROW BANK OF AMERICA \$ 18,202.50

RESOLUTION WAS OFFERED BY COMMITTEEPERSON GRBELJA
AND MOVED ITS ADOPTION;
MOTION WAS SECOND BY COMMITTEEPERSON DORFMAN
RESOLUTION WAS ADOPTED ON THE FOLLOWING ROLL CALL VOTES:

ROLL CALL:

AYES: C/Masci, C/Dorfman, C/Grbelja, M/Kinsey
NAYS: None
ABSTAIN: None
ABSENT: C/Kuczinski

RESOLUTION NO. 16-92
MEETING DATE: 04-06-16

RESOLUTION APPOINTING TENNIS PROFESSIONAL FOR 2016

C/Grbelja offered the following Resolution and moved its adoption, which was second by C/Dorfman:

WHEREAS, there exists a need for a Tennis Professional for Recreation; and

WHEREAS, The Local Public Contract Law (N.J.S.A. 40:A 11-1 et seq.) requires that the resolution of appointment be publicly advertised when professional services are engaged without competitive bids.

WHEREAS, this contract is not to exceed \$10,000.00, and;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Millstone that:

1. The Township Committee of Millstone Township and its Mayor and Clerk are hereby authorized and directed to engage the services of:

PROFESSIONAL	FIRM	POSITION
Elaine McCoola	Tennis Network	Tennis Professional

2. This appointment is being made without competitive bidding because these appointments involve members of recognized professions, licensed and regulated by law, and are therefore specifically exempt under N.J.S.A. 40A:11-5.

3. These appointments are one (1) year appointments for the Year 2016, as per 40A:9-140 and until they are re-appointed and/or their successors are appointed and have qualified. Writings indicating the agreements between the parties have been sent or shall be or are on file with the Municipal Clerk of Millstone Township.

4. The Mayor and Municipal Clerk are hereby authorized to execute Contracts for the provisions of the above services, a copy of which Contracts shall be maintained in the Municipal Clerk's Office.

5. A copy of this Resolution certified to be a true copy by the Municipal Clerk, shall be published in the official newspaper of the Township as required by law, within 10 days of the adoption, and forwarded to each of the appointees and Township Chief Financial Officer.

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded to the Chief Financial Officer and each of the above listed professional.

ROLL CALL:

AYES: C/Masci, C/Dorfman, C/Grbelja, M/Kinsey

NAYS: None

ABSTAIN: None

ABSENT: C/Kuczinski

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of April 6, 2016.

Maria Dellasala, RMC
Municipal Clerk

RESOLUTION NO. 16-93
MEETING DATE: 04-06-16

**RESOLUTION AMENDING RESOLUTION 16-30 APPOINTING THE
CUSTODIAN AND AMENDING THE FUNDING AMOUNTS FOR THE
RECREATION PETTY CASH FUND AND CHANGE FUND**

C/Grbelja offered the following Resolution and moved its adoption, which was second by **C/Dorfman**.

WHEREAS, N.J.S.A. 40A authorizes the establishment of a Petty Cash and Change Fund in the Township of Millstone, County of Monmouth, by application and resolution; and,

WHEREAS, the Township Committee of the Township of Millstone, County of Monmouth, has established such a fund for the Municipality in the amount of \$500.00 for the Petty Cash fund and \$100.00 for the Change Fund; and

WHEREAS, the Custodian for this Recreation fund, Maria Dellasala, will be bonded under a \$1,000,000.00 blanket bond, such custodian shall maintain records for this fund in a manner conducive to proper accounting and auditing procedures.

NOW THEREFORE, BE IT RESOLVED, that the Township Committee hereby authorizes such action and that two copies of this Resolution be filed with the Divisions of Local Government Services, New Jersey Department of Community Affairs for approval.

ROLL CALL:

AYES: C/Masci, C/Dorfman, C/Grbelja, M/Kinsey
NAYS: None
ABSTAIN: None
ABSENT: C/Kuczinski

I HEREBY CERTIFY that the Resolution is a true copy of the Resolution adopted by the Millstone Township Committee at its meeting held on April 6, 2016.

Maria Dellasala, RMC
Municipal Clerk

**RESOLUTION NO. 16-94
MEETING DATE: 04-06-16**

**RESOLUTION APPOINTING TOWNSHIP COMMITTEE LIAISON MEMBER TO
THE OPEN SPACE AND FARMLAND PRESERVATION COUNCIL**

C/Grbelja offered the following Resolution and moved its adoption, which was second by **C/Dorfman**:

BE IT RESOLVED by the Township Committee of the Township of Millstone that the following person is appointed to the Open Space and Farmland Preservation Council:

1. **Nancy Grbelja is hereby appointed to fulfill the unexpired term of Michael Kuczinski**, as Township Committee Liaison member of the Open Space and Farmland Preservation Council term expires December 31, 2016.

BE IT FURTHER RESOLVED that a copy of this Resolution, certified by the Municipal Clerk to be a true copy, be forwarded to the Open Space and Farmland Preservation Council and to the appointee.

ROLL CALL:

AYES: C/Masci, C/Dorfman, C/Grbelja, M/Kinsey
NAYS: None
ABSTAIN: None
ABSENT: C/Kuczinski

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of April 6, 2016.

Maria Dellasala, RMC
Municipal Clerk

RESOLUTION NO. 16-95
MEETING DATE: 04-06-16

**RESOLUTION ENDORSING THE SUBMISSION OF THE RECYCLING TONNAGE GRANT
APPLICATION FOR THE CALENDAR YEAR 2015 TO THE NEW JERSEY
DEPARTMENT OF ENVIRONMENTAL PROTECTION**

C/Grbelja offered the following Resolution and moved its adoption, which was second by C/Dorfman:

WHEREAS, the Mandatory Source Separation and Recycling act, P.L. 1987, c.102, has established a recycling fund from which tonnage grant may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, it is the intent and the spirit of the Mandatory Source Separation and Recycling act to use the tonnage grants to develop new municipal recycling programs and to continue and to expand existing programs; and

WHEREAS, the New Jersey Department of Environmental Protection has promulgated recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, a resolution authorizing this municipality to apply for such tonnage grants will memorialize the commitment of this municipality to recycling and to indicate the assent of the Millstone Township committee to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, such a resolution should designate the individual authorized to ensure the application is properly completed and timely filed for the calendar year 2015.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Millstone that Millstone Township hereby endorses the submission of the recycling tonnage grant application to the New Jersey Department of Environmental Protection and designates Dan Specht to ensure that the application is properly filed; and

BE IT FURTHER RESOLVED that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling.

ROLL CALL:

AYES: C/Masci, C/Dorfman, C/Grbelja, M/Kinsey
NAYS: None
ABSTAIN: None
ABSENT: C/Kuczinski

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of April 6, 2016.

Maria Dellasala, RMC
Municipal Clerk